

MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
EXECUTIVE COMMITTEE

July 12, 2006  
2:00 PM



ROOM 324A, RUG ROOM  
MARIN COUNTY CIVIC CENTER  
3501 CIVIC CENTER DRIVE  
SAN RAFAEL, CALIFORNIA

**MEETING MINUTES**

Members Present: Peter Breen, Town of San Anselmo  
Alice Fredericks, Town of Tiburon  
Steve Kinsey, Chair, Transportation Authority of Marin  
Carol Dillon-Knutson, City of Novato  
Alice Fredericks, Town of Tiburon  
Joan Lundstrom, City of Larkspur

Commissioner Members Absent: Al Boro, City of San Rafael  
Cynthia Murray, Marin County Board of Supervisors  
Lew Tremaine, Town of Fairfax

Staff Members Present: Dianne Steinhauser, Executive Director  
David Chan, Programming Manager  
Denise Merleno, Recording Secretary

*Chair Steve Kinsey called the meeting to order at 2:10 p.m.*

**1. Chair's Report**

Chair Kinsey reported on activity from the MTC and BATA meetings that morning. Caltrans will be constructing a pedestrian overview at the west end of the Richmond San Rafael Bridge above the Rod and Gun Club near the San Quentin exit in San Rafael. It is intended that this overview will serve as the anchor for the bikeway and is coming at no cost to the county.

He also reported positive numbers as a result of free transit that was provided during the "Spare the Air Days" last month. The high point was ferry ridership out of Sausalito which increased by 269% or approximately 8000 more riders. The Alameda ferries experienced a 200% increase in ridership. Golden Gate Bus Service had an increase of 14% in ridership. The budget will need to be augmented for this year since all funds allocated for this were exhausted. MTC and the Air District hope the efforts to get commuters to change modes will allow the region to protect their maintenance status for the ozone standard.

In response to a question from Commissioner Breen about the source of additional funds for future Spare the Air days, Chair Kinsey said that it would come from a combination of sources including CMAQ (federal Congestion Mitigation and Air Quality funds) and MTC's share of "spillover" from the State Transit Assistance, STA, Program. He concluded by saying that there's a substantial increase in the region of STA in the near term for transit funding, but it may not be a sustained increase. He

encouraged the committee to think of the increase in terms of "one-time money" with the Marin County Transit District being the beneficiary.

Chair Kinsey welcomed TAM Commissioner Carole Dillon-Knutson and IJ Editor Brad Breithaupt.

## **2. Commissioner Comments**

None.

## **3. Executive Director's Report**

Executive Director Dianne Steinhauser reported that the restriping of Hwy 101 over Calpark Hill down to Lucky Drive to include the HOV lane is in process. Caltrans will be finished striping the southbound lane tonight which will create 1.1 miles of HOV lane in the southbound direction. Striping of the northbound lane will begin on Thursday night. She distributed a copy of a press release from Caltrans announcing this activity.

Additionally, she reported that the westbound Sir Francis Drake Blvd. lane under 101 opened and is operating well. This is the first Regional Measure 2 project to be opened for use in Marin County and, except for some benches and signs installed by AC Transit on their rapid bus routes, is the first Regional Measure 2 project to be completed in the region. She distributed, to the group, a press release prepared by staff and thanked Bill Whitney for his participation in this project.

With regard to staffing, ED Steinhauser advised that she is in the final stage of negotiations to hire a finance manager and a planning manager. The Project Delivery Manager recruitment is still ongoing.

She reported that staff will be presenting various aspects of the Safe Routes to School program at TAM's board meeting in July including the first 18 months assessment and those results.

ED Steinhauser concluded her report by requesting authorization to recommend to TAM's Board that all TAM Board and Committee meetings be cancelled during the month of August. With no objection from the Executive Committee, Chair Kinsey authorized her to make this recommendation.

## **4. Approval of Minutes from June 14, 2006 Meeting**

The minutes from June 14, 2006 were approved without revision.

## **5. 101 Corridor Projects Update (Discussion)**

ED Steinhauser reported that she and Connie Preston of Vali Cooper & Associates are working diligently to finalize the design of the soundwall and bikepath project through the Caltrans and CTC process. Numerous additional meetings with Caltrans have been scheduled but she hopes to be able to keep the original deadline, for the project to start work in January 2007.

Connie Preston reported that Segment 3 is on schedule. The undergrounding and drainage work on Francisco Blvd West is on schedule. Paving will begin in mid-August beginning with the southern end

and continue northbound. Caltrans is still reviewing a cost reduction incentive proposal, a proposed change order by the contractor for the 101 to 580 structure. They're still reviewing the details and are waiting for a cost savings analysis from the contractor. Ms. Preston expects this information in the near future and will report to this group once it is received. She concluded her report by saying that public relations on the project has been smooth with a staff meeting planned later in July with the Editorial Board of the Marin Independent Journal.

Regarding the Segment 3 project, ED Steinhauser told the group that water from the culvert contains a very mild level of hydrocarbon contamination and as such is being pumped into the large Baker tanks in that area. These tanks are a treatment system where they settle out the material, treat it with carbon filters after which the water will, under agreement with Marin Sanitary, be put into the sewer system. Ms. Preston noted the treatment work was winding down.

## **6. Lease – 900 Fourth Street (Discussion)**

ED Steinhauser introduced Terry Toner, Chief Real Property Agent for the County of Marin who is assisting TAM in its search for new office space. She recounted how the search for new office space for TAM began in October 2005. In March 2006 staff decided to pursue available space at 900 Fourth Street in San Rafael. Since that time staff has been working with the owner to develop plans for tenant improvements and ADA compliance needs. Initially this space appeared advantageous based on its location and price (\$2.25/sf). However, once lease negotiations began with the owner and the number of additional costs that TAM would be responsible for were factored in, the new price approached \$3.25/sf. Staff did not budget for this dollar amount and is suggesting that there may be other properties on the market at that same price level with the same or better amenities. The tenant improvements TAM is requesting are offices and a conference room and the owner has agreed to absorb the cost for some of this work, with TAM needing to absorb the cost for the remainder. Additionally, the ADA improvements recommended at the site will need to be done in order to bring the space into compliance with all applicable state and federal standards. The owner has not agreed to support any of them as the space was certified by the City of San Rafael a few years ago. ED Steinhauser is interested in looking at other space in the San Rafael/Larkspur area and asked for comments from the members of the Exec Committee.

In response to a question from Commissioner Breen about available space in the building the county is purchasing in the Canal area, Chair Kinsey said that he believes that the space has already been fully programmed. Chair Kinsey noted that the Fourth Street location is desirable due to its urban setting and its close proximity to transit, however, he suggested looking at alternative sites.

In response to a question from Commissioner Breen regarding availability of commercial space, Terry Toner responded in the affirmative. He noted that approximately 35,000 square feet, at \$3.20/sf is available at the Corporate Center in San Rafael, a space that includes a good level of tenant improvements. Advantages include plenty of parking spaces and he believes that there would not be an ADA issue at this location.

Chair Kinsey concluded this item by authorizing ED Steinhauser to continue her search for office space.

## **7. Bike/Pedestrian Path Maintenance (Discussion)**

Chair Kinsey began this item by noting that this topic was addressed by the TAM board in June but that some items were left on the table. Among those items is the issue of working with MTC on the regional bike/ped program to allow those funds to be spent for major maintenance, something that Chair Kinsey supports. He stated it is his belief that it is just as important to "keep what you have" as it is to expand the system and feels that a compelling case could be made to allow regional MTC funds to be used for major maintenance activities.

Regarding outstanding items, Chair Kinsey asked ED Steinhauser to clarify what she meant by "Establish guidance on the multi-jurisdictional path maintenance." She explained that while TAM approved some path maintenance policy issues, such as the temporary assignment of interest funds to be made available on a dollar-for-dollar match basis for routine maintenance, the Board did not address other concerns, such as establishing guidance on how to handle TAM paths that traverse multiple jurisdictions. She asked the committee for their thoughts.

Commissioner Breen stated that he felt there was some dissonance at the last TAM meeting, on how to proceed, but that the group reverted to holding off further discussions until the inventory had been completed. He believes that it will be much easier to find a resolution at that point.

Commissioner Lundstrom agreed that the initial step is to conduct the inventory to see where ownership lies and then agree on a definition for "routine maintenance". She concluded by asking that the background work be done before moving forward.

Kinsey recognized Eric Anderson of the Marin County Bicycle Coalition who said that his organization was pleased with the decisions made relative to this issue. He asked for clarification on the issue of placing a priority on the use of interest funds for the routine maintenance of pathways funded by Measure A. In looking at the paths produced as a result of projects sponsored by Measure A, the only pathway that would be eligible would be the one in San Rafael. The MCBC would rather see eligibility spread to all pathways that are funded by TAM rather than just Measure A and Mr. Anderson asked if this was the understanding of the commissioners from the last meeting.

Ms. Steinhauser confirmed that since Measure A funds are being used for the maintenance, that there needs to be a nexus with Measure A projects.

Chair Kinsey reiterated that there must be a nexus in order to use Measure A funds which is why there was only going to be one segment that would be eligible. Once the inventory is complete, other funding sources may be identified to complement this funding.

In response to a question from Commissioner Dillon-Knutson on whether interest funds can be used to maintain other bike paths built by other jurisdictions, ED Steinhauser responded in the affirmative, as long as those paths were being built with Measure A funds.

In addition, Commissioner Dillon-Knutson asked for confirmation that the decision was made, at the last board meeting, to maintain the San Rafael portion with these funds.

Chair Kinsey stated that no agreement was made to maintain it but rather it was agreed to make the San Rafael portion eligible to receive these funds. He noted that funds are available this year and the request can be accommodated. However, he made it clear that there is no guarantee that funding will be available in the future. He concluded by saying that additional work needs to be done regarding this topic and he conveyed appreciation to his fellow commissioners for their thoughtful comments.

## **8. Strategy 4, Crossing Guard Program (Action)**

ED Steinhauser advised that additional surveying of crossing guard locations was conducted during the Spring of 2006 and additional locations are being suggested as a result. She introduced Hank Hauge of Nolte Associates who spoke about the follow-up study which looked at 27 locations by counting the number of school-related pedestrians and the traffic. Of those 27 locations and using the criteria from the Phase 1 study, the results were five locations that met the same criteria – 40 pedestrians and at a signal controlled intersection of greater than 300 vehicles (500 vehicles at a stop sign or 350 vehicles at an uncontrolled urban area). This is the criteria used to establish the original 39 locations that were approved for funding in February 2006. An additional five locations were selected from this first screening. . Since it was estimated that there was funding for up to 60 locations, criteria was relaxed and additional sites were identified. 16 additional locations were hence identified. However, at a meeting of the Technical Advisory committee (TAC), it was suggested that a 10% contingency be built in and as a result the number of sites due to relaxed criteria were dropped to eight additional sites. Additionally, two additional sites at Bahia Vista School were identified by the San Rafael Department of Public Works and added as pilot sites since they did not participate in the data collection as they were closed for remodeling. The additions of the above mentioned locations brings the total to 54 with a 10% contingency of six locations.

Chair Kinsey asked if the Safe Routes to School program participants were involved in the review of this study since there was concern that some of the locations identified through SR2S were critically important. He cited the crossing by Ross Elementary in the Town of Ross. Mr. Hauge said that he has had conversations with the SR2S group and Dave Parisi as part of that group.

Chair Kinsey expressed concern that there needs to a merging of the SR2S priorities into the process described above. He encouraged SR2S personnel to review the plan to identify additional schools to add in the future. Mr. Hauge said he believes that the 10% contingency recommended by the TAC would address that issue.

Commissioner Lundstrom said that she was pleased to see the 10% contingency built into the plan since an additional crosswalk is being planned in her jurisdiction.

Commissioner Breen commented that he knew that the SR2S group weighed in, at least as to the Ross Valley schools, since St. Anselm's is included in this plan.

Commissioner Dillon-Knutson asked how this plan dealt with the SR2S criticism that areas that did not have a high volume of school-related pedestrians placed low on the recommendation list. She said that the feeling is that there are fewer walkers and more transportation used in an area without crossing guards; however foot traffic would increase with the presence of crossing guards.

Mr. Hauge responded by saying that the pilot programs do take that fact into account since some locations had many walkers and just a bit of traffic and some locations had some walkers and a lot of traffic. ED Steinhauser added that the 10% contingency is part of the answer as well as the fact that the local transportation planning task forces that developed within the schools are working with our consultant, David Parisi. From those plans will be an opportunity for schools to identify locations that they would like to have considered for future funding. Mr. Hauge added that SR2S did provide several of the locations listed in phase 2.

Chair Kinsey asked Mr. Haugse to speak specifically about the work that is being done with Novato Unified School District (NUSD). Mr. Haugse stated that NUSD had several sites, already, with crossing guards in place and those sites qualified, as per the TAM criteria set forth. TAM is using the same contractor as NUSD for this work. After discussing the situation with NUSD, it was agreed that TAM will provide funding to NUSD rather than make them participate in two different programs. As a result, staff is asking this committee to reconsider the initial policy direction from this past Winter, which established that the program use one contract. This variation will benefit NUSD, will lessen the number of guards that our contractor must hire, and is a cost effective approach.

ED Steinhauser commented that it is going to take some effort to hire the amount of crossing guards that will be required by the start of the school year. Since NUSD has their guards already in place, it would be easier to contribute to their contract.

Chair Kinsey asked for a motion to recommend that this item be presented to the TAM Board for approval at its meeting on July 27. Commissioner Breen motioned and Commissioner Lundstrom seconded the motion. The item was approved unanimously by the Exec Committee.

Note that Hank Haugse of Nolte Associates distributed to the commissioners some promotional material supplied by the program contractor. Mr. Haugse urged the commissioners to pass this information to anyone who may be interested in applying for the crossing guard positions.

## **9. Update on Future Fund Sources and Infrastructure Bond (Discussion)**

ED Steinhauser distributed a handout on the recently approved state budget and introduced Dave Chan to elaborate on what effects this would have on transportation and Marin County.

Mr. Chan explained that Governor Schwarzenegger signed the \$131 billion state budget on June 30, 2006. He said that, for FY 2006/07, the budget will include the full funding of Proposition 42, the repayment of a portion of Prop 42 funds from FY 2003/04 and FY 2004/05 and an increased amount of STA funding. Summarizing how this relates to Marin County, he said that it will receive more than double the amount had we only received the STA Base and the Prop 42 monies.

Chair Kinsey pointed out that these funds are allocated to Golden Gate and are then subvented to the Marin County Transit District (MCTD) based on a formula. He asked if Mr. Chan had calculated what they would receive. ED Steinhauser responded that the \$2.1 million of the population-based funds that Marin County will receive is shared between MCTD and Golden Gate; so MCTD will receive 36% of that (approximately \$800,000). Marin thought it would receive approximately \$200,000 which results in a substantial increase for MCTD. A very small amount of the revenue based funds coming to Golden Gate but will be shared by MCTD as well.

Mr. Chan added that the Prop 42 funding amount going to the STIP does not increase the capacity but allows us to fund the projects on schedule. Many project deadlines have been pushed back since STIP funds have not been available for many years. This funding will allow us to fund the STIP at its proper level.

Mr. Chan finalized his report by saying that Prop 42 Repayment Streets and Road Funding is a one-time repayment and as such funding will not occur next year.

ED Steinhauser distributed a handout on SB1266 – Highway Safety, Traffic Reduction, Air Quality, and port Security Fund of 2006. She explained that this fund totals \$19.925 billion and that the CTC controls approximately \$12 billion of that amount. The CTC is establishing work groups to formulate the criteria for eligibility and other rules for competing for these funds. TAM is going to compete for the \$4.5 billion Corridor Mobility Improvement Account (CMIA) and the \$3.1 billion of the Trade Corridors Improvement Fund (TCIF). Staff has volunteered to be part of a work group as have other transportation directors in the Bay Area. With meetings to be held in July and August, the CTC hope to have, by the end of September, rules created regarding the administration of these programs. Other programs that are decision-oriented are the State-Local Partnership Program Account (SLPPA) and the Public Transportation Modernization, Improvement, and Service Enhancement. This latter program of transit money is formulaic in how it will be distributed to the regions. The CMIA and the TCIF are open to whoever can deliver the projects the fastest. She said that staff's current thinking is that the Marin/Sonoma Narrows project would be a good competitor for the CMIA funding. One of the rules for this fund is that construction must begin by 2012. The first phase project must have environmental approval by the end of 2008 and the Narrows project would qualify. If Marin and Sonoma are successful in their competing, this would be a good opportunity to capture \$100-200 million on the Narrows.

In response to a question from Commissioner Breen asking her to define the trade corridor, ED Steinhauser responded that the large seaports in southern California believe that they will be receiving a majority of the money and MTC is fighting to ensure that the Port of Oakland and the truck corridors receive funding.

ED Steinhauser also stated that the other project that TAM may want to request funding for is the I-580/Hwy 101 Sir Francis Drake Boulevard set of improvements. The reason she suggested this is because TAM has a sizeable amount of local toll revenue that could serve as a match.

Additionally, ED Steinhauser said that the Partnership program is a dollar-for-dollar match for local funds that are spent on eligible projects. Some of our major road projects in the Measure A program will require additional funding, so staff hopes that these projects can be brought forward on a match basis to receive the state funds.

ED Steinhauser pointed out that there are a number of formula programs that will come from the Bond Measure. The formula funds included in SB1266 will result in Marin County receiving money in RTIP, State Transit Assistance, and Local Streets and Roads. She committed to providing updates on the I-Bond particularly as this measure will be on the ballot in November.

Responding to a question from Commissioner Lundstrom who asked if the \$37 million dedicated to Marin is the total amount and if it is spread over a period of time, ED Steinhauser confirmed this is the total estimated from the formula fund pots and that the duration of this program is estimated at ten years, from 2006 to 2016.

The next item on the handout that ED Steinhauser spoke about was information provided by the Metropolitan Transportation Commission (MTC). It is meant to be an educational tool to explain how TAM is funded.

Chair Kinsey concluded by saying that the information presented in this item was good news in what is continuing to be an underfunded part of our culture.

#### **10. Scope of Work for 2007 Congestion Management Plan Update**

ED Steinhauser noted that when staff developed the 2005 Congestion Management Plan (CMP), there were a number of suggestions on how to improve the subsequent plan. Those suggestions are contained in attachment A of this report. Additionally, suggestions from board members were made including the request to expand the scope of the CMP efforts to include a broader vision of traffic conditions in the county. Staff is recommending that it will include the updated scope elements where there is a nexus between legislative requirement for the CMP and the suggestions from the 2005 effort. Conversely, staff feels that it is risky to broaden the CMP to go beyond TAM's legislative intent and staff recommends that this not be carried out. Staff noted the recommended scope of work and their intent to issue an RFP after consideration of the scope by the board at its meeting this month. Note that part of the overall CMP effort includes the use of a separate consultant for route data collection. The advantage to conducting separate data collection is that this information can be shared with the cities and an unhurried dialogue can take place.

Chair Kinsey concluded this item by asking for a motion to approve authorizing staff to proceed with consultant selection for the approved Scope of Work. Commissioner Lundstrom motioned and Commissioner Breen seconded the motion.

#### **11. Open Time for Public Expression**

Chair Kinsey acknowledged Don Wilhelm of Novato who stated that he learned that the EIR for the Marin/Sonoma Narrows will be out in January 2006 and he believes that the traffic study has been completed as well. He requested that since the HOV lane is playing such a key role in the SMART EIR, that TAM work to release the traffic study prior to the hearings on the SMART EIR. He asked if TAM staff could contact Caltrans and request that this be accomplished. ED Steinhauser responded by saying that, as a rule, technical reports are not released before the draft document is ready for public perusal.

There was no further public comment.

*Chair Kinsey adjourned the Executive TAM meeting at 3:35 p.m.*